

**PLANNING COMMISSION
MEETING MINUTES
Tuesday, January 4, 2022**

I. Call to Order and Roll Call

The Meeting of the Planning Commission was called to order at 7:00 PM by Chairman Matt Kowalski with roll call:

Matt Kowalski, Chair
Allison Heatley
Chet Hill

Thomas Phillips
Kyle Marsh - ABS
Wa Hubbard, Ex-officio

Jim Carty
Karen Roberts - ABS
Dustin Wise

Student Reps: Isabella Malek, present
Stuart Bovich – ABS

Also present: Michelle Aniol, Community Development Manager, Pamela Weber, Recording Secretary, Allison Bishop, applicant, and Mike Penn (member of public in-person).

Public attending virtually: Karen Roberts and Kyle Marsh

II. Action on Meeting minutes from: Regular Meeting Minutes – December 6, 2021

Motion Hill; support Wise to approve the December 6, 2021 Regular Meeting Minutes as presented.

Unanimous voice vote approval with Roberts and Marsh absent.

III. Approval of agenda

Motion Heatley: support Wise to approve the agenda as presented with the following change:

- Move IX. New Business ahead of XIII. Old Business due to a petitioner being present.

Unanimous voice vote approval with Roberts and Marsh absent.

IV. Public Hearing(s) - None

V. Pre-Arranged Participation - None

VI. Reports of Officers:

A. Chairman Report - None

B. Planning Commissioners and Council Ex officio Reports

- o No cases at Zoning Board of Appeals
- o Nothing from City Council

C. Committee Reports – Park and Rec Commission is requesting the Planning Commission select two representatives to attend the February 15, 2022 Parks and Recreation Commission meeting. PaRC will be discussing and seeking input on the new play structure in Mill Creek Park North (behind Fire Station).

- o Ms. Karen Roberts, Mr. Kyle Marsh and Mr. Thom Phillips offered to attend on behalf of the Planning Commission.

D. Community Development Office Reports – CDM

- i. The Assistant Planner position has been reposted to encourage applicants with pertinent experience. The City office is advertising via the usual channels.

VII. Citizen Wishing to Address the Commission (Non-Arranged Participation)

- As a member of the public, Ms. Karen Roberts asked if there is a requirement to build a pedestrian walkway in the Grandview Commons Subdivision. Ms. Allison Bishop, from AR Brouwer, stated the developer will provide an 8-foot asphalt pathway.
- Mr. Mike Penn, 3389 Broad St. Dexter, wears a couple of different hats in the community as High School baseball coach, a member of DDA and local realtor. He is attending the meeting to introduce himself and put faces with names. Mr. Penn said he knows there are tremendous projects going on. He has watched the positive changes in the community and hopes the Planning Commission will continue in that direction. He thanked the Commission for their work on density, lot size requirements, etc. If there is anything he can do to engage with the Planning Commission, as a resource in the community, he would like to provide insight from a real estate professional's viewpoint.

IX. New Business

- A. AP2021.22-03 AACD Amendment to Approved Condominium Documents- Grandview Commons Condominium – Consider the 5th Amendment to the Grandview Commons Master Deed and 5th Replat of the Condominium Subdivision Plan (Exhibit B Drawing) for the Grandview Commons Condominium project, to allow an expansion of the condominium, in accordance with the approved Final Site Plan.

Motion Wise; support Heatley that based on the information provided by the applicant, staff, the City Attorney and OHM, and reflected in the minutes of its January 4, 2022 meeting, the Planning Commission recommends approval of the Fifth Amendment to the Master Deed of Grandview Commons, dated November 22, 2021 and Replat No. 5 to the Subdivision Plan (Exhibit B Drawing) to the Master Deed of Grandview Commons, dated November 18, 2021, to City Council, subject to the following conditions:

1. Revised Exhibit B Drawings shall be provided that identify the Liber and Page of the recorded sanitary sewer, water main and storm sewer easements;
2. Pedestrian pathway easement shall be provided for administrative review, with preliminary zoning compliance application of the third building in phase three;
3. Revised 5th Amendment to the Master Deed shall be provided to list 37.61 feet to match the correct description provided on the 5th Replat of the Exhibit B Drawing;
4. Staff review, dated December 29, 2021; and
5. OHM review, dated December 29, 2021; and
6. Temporary construction/grading easement between Grandview Commons and the adjacent property owner.

Ayes: Phillips, Carty, Wise, Hill, Hubbard, Heatley, Kowalski

Nays: none

Absent: Roberts, Marsh

Motion Carries

VIII. Old Business

- A. Zoning Ordinance Update from Sub-Committee: Review of 12th ZO Update Sub-Committee Meeting (January 4, 2022), which includes review of the first draft of all ordinance changes (Agenda and Packet accessible on city website).

Ms. Aniol reported the following:

- There was no quorum for the ZO update, but we did review questions related to:
 - Review of minimum lot width and lot area;
 - Porch requirements;
 - Subdivision control ordinance and design
- The next meeting will be the kick-off for the first review of the draft

- There will be appropriate visuals including the new zoning ordinance map;
- Consulting Planner, Ms. Masson-Minock will break things up into sections and include items moved vs. changes in requirements
- Planning Commission will have this on their agenda as part of two or more meetings. Would like as much input from the Planning Commission members as possible.
- Mr. Hill will not be here for the March meeting and would like to be involved in these meetings. He and others can attend as members of the public via Zoom.
- Commission members can submit comments in writing ahead of time, but no later than January 18th, to Ms. Aniol and Ms. Masson-Minock.

X. Proposed business for Monday, February 7, 2022:

- A. Zoning Ordinance Sub-Committee – Review of 13th Meeting
- B. CIP
- C. Mill Creek Brewery will likely come in February for March Planning Commission.

XI. Citizens wishing to address the Commission –

- Ms. Karen Roberts: Happy New Year
- Mr. Kyle Marsh: Happy New Year

XII. Adjournment

Motion Carty; support Wise to adjourn at 7:49 PM

Unanimous voice vote approval with Roberts and Marsh absent.

Respectfully submitted,

Pam Weber
Recording Secretary

Approved for Filing: February 7, 2022